

January 4, 1979

MEMORANDUM FOR THE HEADS OF
DEPARTMENTS AND AGENCIES

FROM: JACK WATSON *Jack*
SUBJECT: The President's Commission on Personnel
Interchange: The Executive Interchange Program

The President's Commission on Personnel Interchange arranges for a one-year exchange in the opposite sector of senior level career executives from the Federal government and from private industry. The Commission staff also arranges for a year-long educational program for Interchange Executives.

Last year, the President asked for your support of the Program, and I am pleased to report that with your help, Federal nominations increased in both number and caliber over previous years. A significant number of executives from private industry is also currently on assignment with the government.

The President has asked me to transmit the following requests to you regarding your department's participation in the Exchange Program:

- ° Please send a memorandum to all Assistant Secretaries/Bureau and Division Heads asking them to suggest qualified candidates for your sponsorship in early February, for the Executive Interchange Program which begins next September.
- ° Please try to accommodate the Commission if you are asked to speak to the group of Interchange Executives. I believe you will find it time well spent.
- ° In accordance with Executive Order 11451 establishing the Commission, please designate a Presidential Appointee who is not a member of the Commission to serve as liaison to the program and let me know whom you have designated.

Thank you for your cooperation.